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BLOODSTAIN PROCEDURES GUIDE	Effective Date: 15-October-2004	

5 DOCUMENTATION OF STAINS AND STAIN PATTERNS

5.1 Notes

- 5.1.1 Notes should answer the question of what, where, when and how related to a stain and should also include information about who conducted the documentation. For example, when describing a stain, "what" might include the color, size, shape and distribution and the stain category. "Where" would include measurements that may be incorporated in the sketches.
- 5.1.2 The qualities needed for good note taking include the following:
 - 5.1.2.1 Accurate
 - 5.1.2.2 Comprehensive
 - 5.1.2.3 Clear and Concise
- 5.1.3 Notes are an essential part of the documentation of a scene along with the photographs & sketch.

5.2 Sketching

- 5.2.1 A drawing or multiple drawings should be created to establish the general pattern area with attention to each specific pattern area.
- 5.2.2 These should include measurements and placements of all bloodstain patterns.
- 5.2.3 A list of the designated pattern areas and their descriptions should be included.

5.3 Photography

- 5.3.1 Use slow speed film (e.g., 100 ASA) to minimize grain with enlargements.
- 5.3.2 Use color film. Small spots of blood need to be distinguished from surface contaminants and surface patterns.
- 5.3.3 Mount camera on a tripod to help ensure exact focusing and to make sure film plane is parallel to the stained surface.
- 5.3.4 Orientation photos should show relationship of stained area with the floor, a corner of the room, or other recognizable features.
- 5.3.5 After orientation photos are taken without scales, additional distribution photos are taken with long scales (four foot yellow scales). These establish the height of the stain pattern (primary vertical scale), and with an additional scale (perpendicular to the height scale), the horizontal spread of the stain pattern (the film plane should be parallel to the stain surface).
- 5.3.6 If additional scales are needed, besides the longer primary horizontal and vertical scales, at least one photograph should show the relationship of the overall boundary.
- 5.3.7 The pattern area may then be divided in grids.
- 5.3.8 Close-ups follow (using a metric scale) to show stain shape and relative sizes of blood stains.
- 5.3.9 If additional scales are needed, besides the longer primary horizontal and vertical scales, at least one photo should show the relationship of the small scale to either the primary vertical or horizontal scale.

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	5.3.10 If a wide-angle lens is used to encompass a long stain pattern (e.g. cast-off stain), document its use carefully. Rephotograph the same stain with the 50 mm lens and use the 50 mm lens to overlap the remaining photos.				
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